

STAFFORD COUNTY
HISTORICAL COMMISSION
MINUTES

SEPTEMBER 3, 2009

Call to Order. A regular meeting of the Stafford County Historical Commission was called to order by Anita Dodd, at 3:13 P.M., Thursday, September 3, 2009 in Conference Room ABC, Stafford County Administration Center.

Roll Call. The following members were present: Anita Dodd, Chairperson; Barbara Kirby, Vice Chairperson; Cessie Howell, Secretary; Ann Best-Rolls and Frank White. Jane Conner was absent.

Also in attendance were: Kathy Baker, Assistant Director, Planning & Zoning; Terry Baxley Morton, Commission Clerk; Arch Di Peppe, Vice Chairman, Planning Commission.

Guest present: M.C. Moncure, Tourism Manager and Kerri Barile Ph D, Dovetail Cultural Resource Group Inc.

Presentations by the Public. No members of the public were in attendance.

Arch Di Peppe inquired about cemeteries in the County. He indicated he would prepare an opinion/editorial for the Free Lance-Star newspaper regarding cemeteries.

Anita Dodd is Chairperson of the Cemetery Committee as well as the Historical Commission. She said the cemetery ordinance was a big step forward in solving many issues regarding County cemeteries. The ordinance deals only with cemeteries in development projects. There are approximately 450 cemeteries recorded in the County. Debbi Shelton is working closely with GIS to plat cemeteries newly discovered as well as cemeteries discovered prior. Anita Dodd said she would prefer more people come forward with the information as there are no negative repercussions such as taxes, regulations etc. To the best of the Commission's knowledge Stafford County is the only County in the State with a cemetery ordinance. Anita Dodd said possibly as many as half of the graves are nameless. Arch Di Peppe mentioned looking at archived obituaries in the Free Lance-Star newspaper. Anita Dodd confirmed Barbara Flack carries out that task.

M.C. Moncure, Tourism Manager. A group received a grant from the Sesquicentennial Tourism Council plus additional funds equaling \$3000 to install interpretive signage on the Trail to Freedom. One sign will be located in Fredericksburg and one in Falmouth. The signage will describe the experience of 10,000 enslaved people that eventually found their way mostly through Aquia Landing to freedom. The signage will go before the Architectural Review Board and she is presenting the information to the Historical Commission because it will be located in a Historical Overlay District. The sign will be located at the entrance to the Port of Falmouth Park, beside the Moncure Conway historical

marker. There will be an archeologist present at the time the holes are dug for placement of the sign. Eric Nelson with the Planning Department of the City of Fredericksburg wrote the information for the sign.

Anita Dodd thanked M.C. Moncure for the information.

Presentation. The Historic Preservation Award Process. By Kerri Barile Ph D – Dovetail Cultural Resource Group Inc.

Kerri Barile Ph D chairs the Historical Preservation Award Committee since it's inception in 1994. Previously a person or a group nominating a person or a group would complete an application and submit it to the County, the County would submit the application to Kerri Barile, who would present it to the Committee. Each year the Committee decides on the recipients and discusses improvements for the process the following year. She feels the County is under represented among the nominees. The Committee would prefer more nominees each year. She said the County's nomination form is a slightly more formal than some other organizations. It can be difficult to compare the nominations because some are groups and some are individuals. There may be a group that completed impressive work, however, there may be a company that was well paid to perform the task. She said some organizations give several awards, while others give one. It is difficult to compare groups with individuals. One suggestion, she offered, was to have her collect the data and not be a voting member. She suggested 1) streamlining the process 2) increasing the number of applications from the County 3) consider the types of awards that are given.

Anita Dodd said types of awards given include individual or group. She said the County had hoped to receive several nominations to enable a group to be chosen from the groups category and an individual from the individuals category to receive awards. Previously, that has not been the case. She asked for suggestions regarding groups eligible to submit nominees. She said the Committee chose groups currently participating based their knowledge or eligibility.

The Commission Clerk iterated the current material is located in Section Six of the Commission's current notebook. Anita Dodd said when the award was initially established the intent was to be able to include developers. The Commission felt developers were not getting considered. The award would recognize a developer for its preservation efforts and encourage other developers to do the same. She said that is an aspect of the award that has not been realized, for example Forbes Landing. Initially the award was based on an activity that transpired in the past year, the Nominating Committee changed this to two years prior.

Kerri Barile said perhaps the County could receive the award as an entity and receive recognition to encourage further preservation. She said there are six different categories, four of which are education, landscape, engineering and building.

Anita Dodd said the Commission requests additional information regarding selecting recipients of awards.

Barbara Kirby mentioned the County being recognized for saving the stone wall on Courthouse Road when it would have been easier to remove it. Another commendable project mentioned was the landfill.

Kerri Barile said a newsletter can be beneficial. She said last year there were 17 awards given, this year there were 12. A newsletter can motivate people and recognize their efforts. She suggested asking more people, creating more categories and making the submission process easier. She said a paragraph about the nominee sent by e-mail to her is all that is needed.

Ann Best-Rolls said she has a concern about streamlining the process. Kerri Barile said to rely on e-mails and have a single point of contact with the County. Provide name, address, name of the award and a descriptive paragraph. She said the current Selection Committee consists of members from Mary Washington University, the Department of Historic Resources, the Virginia Department of Transportation, the Planning Department of Fredericksburg and Dovetail Cultural Resources. She said it is also important to send several reminders.

Kathy Baker said County staff is glad to be the point of contact. She said it is easier for the County and the Commission to be the point of contact and organize the nominations to forward to Kerri Barile now that the Commission has a clerk.

Cessie Howell said the more awards given and listing recipients with the press truly gives individuals and groups recognition.

Anita Dodd said Kerri Barile has agreed to give information about the Historic Preservation Award process for Commission members to digest. The entire process needs to begin next month. Any changes should be implemented by next month.

Kerri Barile suggested contacting the Purchasing Department for names of engineering firms, environmental firms, cultural resource firms, geological firms, developers and surveyors to start the chain.

Frank White asked if the forms are narrative or fillable forms. Kerri Barile said literally only a paragraph is needed. Cessie Howell said to streamline the nominations. Kerri Barile said it is beneficial to attach photographs with the paragraph. Cessie Howell said the Ice House was a good example of a nomination including photos. Anita Dodd said the current form may intimidate some people. Kathy Baker asked if the application limits the amount of verbiage. Anita Dodd said currently there is a limit but it is still probably more than is needed. Anita Dodd said the simplest way to disseminate the new information would be for Kerri Barile to e-mail it to the Commission Clerk and then she can e-mail the information to Commission members before the next meeting.

The Commission thanked Kerri Barile Ph D for her attendance and advice.

- Approve Minutes of Commission Meeting.

There was not a quorum at the August 6, 2009 Commission meeting.

Barbara Kirby motioned, seconded by Frank White to approve the July 2, 2009 Commission meeting minutes with minor corrections.

The Voting Commission Tally was:

Yea: (5) Best-Rolls, Dodd, Howell, Kirby, White

Nay: (0)

Absent: (1) Conner

- Complete the Discussion and Finalize the Revision of the Phase I Archeological Report Portion of Proposed Ordinance O06-47 dated July 18, 2006 to Present to the Board of Supervisors Regarding Archaeological Surveys and Investigations.

Anita Dodd said any mention of a Phase IA should be removed as the State does not recognize a Phase IA.

Barbara Kirby said Chapter 6 should be included as an attachment. Kathy Baker iterated that Chapter 6 cannot be included as an attachment, however, it can be referenced. The Commission decided to include certain verbiage from Chapter 6 directly into the ordinance.

Anita Dodd said the Commission has decided on three changes. 1) Remove the word significant from the second paragraph. 2) Add local historians to the list of resources to be consulted in Section 28-39, item 2. 3) Chapter 6 referring to the State's changes. Currently the Commission is opting to use certain verbiage from Chapter 6 that explains what this process accomplishes and why. Anita Dodd said most people have a misguided perception of the purpose of Phase I reports. The reports are not to be complete histories of the County or the site. They are used to identify and allow the mitigation or preservation of a site. She said she will compile a draft to present to Commission members.

Barbara Kirby said the changes will make it easier for everyone to understand a Phase I report not only professionals.

Anita Dodd said there are certain Federal and State guidelines that reports have to comply with. The reports are about identifying and establishing the eligibility of the sites to be on the National Register. What happens to them after decisions are made is up to the community. Currently, the County cannot require a developer to obtain a Phase I report which will be the purpose of the proposed ordinance. The report needs to be completed before a developer submits a site plan. Currently, the County requests a Phase I after the developer has submitted a site plan. If policy was changed to request the study prior the site plan; it would be much easier for developers, one reason why approval of the ordinance is important.

Kathy Baker said proposed Ordinance O06-47 should be:

- edited, corrected and approved by the Historical Commission
- reviewed by County Attorney
- submitted to the Board of Supervisors for approval to submit to the Planning Commission
- referred to the Planning Commission for editing and approval

- submitted to the Board of Supervisors for approval for advertisement for public hearing
- submitted to the Board for public hearing and adoption after proper advertisement

Anita Dodd has spoken with developers and they thought it to be a good idea because they would know ahead of time what is expected of them and the process would be in place. The report is submitted with recommendations. The County entity can assess the report and give developers direction from there.

Report by Commission Chairperson.

Anita Dodd said a house in the Glens has been turned over to the Fire & Rescue Department for training purposes which means it will eventually be burned. She wanted to record the house. She said she was under the impression that the issue would be resolved through Code Compliance. Kathy Baker said she would check with Code Compliance on the procedure. Anita Dodd asked if the department has to receive permit to burn the house. Kathy Baker said she would check on that question as well. Anita Dodd said she estimates the house to be from around 1800. She said she doesn't always receive notification of demolition.

Request by Commission Member.

- Barbara Kirby wants to receive follow up on the Greenhowe Cemetery.

Adjournment. At 4:35 P.M., the Chairperson declared the meeting adjourned.

Anita Dodd – Chairperson

Barbara Kirby – Vice Chairperson